

Englishtown, New Jersey
March 19, 2019

The Manalapan-Englishtown Regional Board of Education, in the County of Monmouth, State of New Jersey, convened on March 19, 2019 at 7:30 p.m., for a Regular Board Meeting. This meeting was held at the Administration Building, 54 Main Street, Englishtown, New Jersey.

This meeting was called to order by the Board President, Dotty Porcaro.

Roll call showed the following board members in attendance:

Gerald Bruno, Brian Graime, Janet Lewis, Christine Parisi, Dotty Porcaro, James Raffone, Joanne Schechter, Lori Semel

Absent:

Joe Tringali

Also in attendance:

John J. Marciante, Jr., Ph.D., Superintendent
Veronica Wolf, Business Administrator/Board Secretary
Nicole Santora, Ed.D., Assistant Superintendent for Curriculum and Human Resources
Shannon Barth, Manager of Human Resources
Michael Sloan, Assistant Business Administrator/Assistant Board Secretary

OPENING STATEMENT

Statement is hereby made that adequate notice of this meeting was given by:

1. The prominent posting of said notice in all district schools and other public places.
2. The mailing and/or hand delivery of said notice to the designated newspapers, Asbury Park Press and News Transcript and The Manalapan Patch.
3. Filing with the Clerk of Manalapan Township and the Clerk of Englishtown Borough.

WORKSHOP

1. Future Ready Schools Film Festival

Margaret Scuteri gave a short presentation

2. Board Training on Ethics

Kathy Winecoff and Bruce Padula gave a brief presentation on the role of the Board and Board Ethics.

FOR THE BOARD’S ACTION

ADMINISTRATION

Motion by Mrs. Lewis, seconded by Mrs. Schechter, and approved by roll call vote the following items:

1. Travel

The out of district travel as authorized by the Superintendent of Schools under Policy 3440 Job Expenses and in accordance with Regulation 3440 Job Expenses (Att A-1).

2. Donation - Eagle Scout Project at Lafayette Mills School

A donation from Thomas James Fallon, Eagle Scout Troop 157, valued at \$5,850.00 to build an outdoor classroom at Lafayette Mills School. This will include a square patio constructed with concrete pavers, surrounded by 6 benches that will sit the students as well as the teacher. The project will assist in teaching the students with a great outdoor atmosphere.

We would like to thank Thomas James Fallon of Eagle Scout Troop 157 for his generosity and continued support.

ROLL CALL VOTE :

AYES : Mr. Bruno, Mr, Graime, Mrs. Lewis, Mrs., Parisi, Mrs., Porcaro, Mr. Raffone, Mrs. Schechter, Mrs. Semel

NAYS : None

ABSENT : Mr. Tringali

ADOPTION OF THE TENTATIVE BUDGET FOR THE 2019-2020 SCHOOL YEAR

Motion by Mr. Graime, seconded by Mrs. Parisi, and approved by roll call vote the following items:

1. Capital Reserve Withdrawal - District Wide Security System Upgrades

The following resolution:

RESOLVED that the Manalapan-Englishtown Regional Board of Education request the approval of a capital reserve withdrawal in the amount of \$50,000. The district intends to utilize these funds for the purpose of upgrading schools security systems throughout the district.

2. Travel and Related Expense Reimbursements for the 2019-2020 School Year

The following resolution:

WHEREAS, the Manalapan-Englishtown Regional Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel as defined in N.J.A.C. 6A:23A-1.2, which includes attendance at regularly scheduled in-State county meetings, Department or Association sponsored events or in-State professional development activities for which the registration fee does not exceed \$150.00 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in a given school year (July 1 through June 30); and

WHEREAS, the Manalapan-Englishtown Regional Board of Education established \$185,000 as the maximum travel amount for the current school year and has expended and \$59,924.63 as of this date, now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$195,000 for all staff and board members for the 2019-2020 School Year.

3. Adoption of Tentative Budget for the 2019-2020 School Year

The following resolution:

BE IT RESOLVED that the tentative budget be approved for the 2019-2020 School Year and the Business Administrator/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	General Fund	Special Revenue Fund	Debt Service Fund	Total
2019-2020 Total Expenditures	\$88,273,633	\$1,429,088	\$3,739,550	\$93,442,271
Less: Anticipated Revenues	23,312,011	1,429,088	398,500	25,139,599
Taxes to Be Raised	\$64,961,622	\$0	\$3,341,050	\$68,302,672

And to advertise said budget in the Asbury Park Press in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Administration Building, 54 Main Street, Englishtown, NJ 07726 on Tuesday, May 7, 2019 at 7:30 p.m. for the purpose of public hearing on the budget for the 2019-2020 School Year.

ROLL CALL VOTE :

AYES : Mr. Bruno, Mr. Graime, Mrs. Lewis, Mrs. Parisi, Mrs. Porcaro, Mr. Raffone, Mrs. Schechter, Mrs. Semel

NAYS : None

ABSENT : Mr. Tringali

BUSINESS

Motion by Mr. Raffone, seconded by Mrs. Schechter, and approved by roll call vote the following items:

1. List of Bills

The claims for goods received and services rendered to be correct by the Business Administrator/Board Secretary in the amount of \$341,374.76.

2. Board Secretary Report and Treasurer Report for the Month of January, 2019

The following resolution:

BE IT RESOLVED, that the financial reports of the Secretary to the Board of Education and the Report of the Treasurer of School Monies, which are to be in agreement, be accepted and submitted and attached to and made part of the minutes of this meeting.

BE IT FURTHER RESOLVED, that pursuant to N.J.A.C. 6A:23-2.11(e) of the Manalapan-Englishtown Regional Board of Education certifies that as of January, 2019, after review of the secretary's monthly financial report (Appropriations Section) and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b) and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

3. Board Secretary Report and Treasurer Report for the Month of February, 2019

The following resolution:

BE IT RESOLVED, that the financial reports of the Secretary to the Board of Education and the Report of the Treasurer of School Monies, which are to be in agreement, be accepted and submitted and attached to and made part of the minutes of this meeting.

BE IT FURTHER RESOLVED, that pursuant to N.J.A.C. 6A:23-2.11(e) of the Manalapan-Englishtown Regional Board of Education certifies that as of February, 2019, after review of the secretary's monthly financial report (Appropriations Section) and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b) and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

4. Transfer Report #8

Transfer Report #8 for the month ended February, 2019.

5. Various Disbursements for the Month of January, 2019

The following disbursements for the month of January, 2019, in the amounts listed.

Account Name	Amount
Cafeteria Account	\$233,448.00
Flexible Spending Account	\$7,946.73
Manual Check Register	\$1,479,300.21
Payroll Agency Account	\$2,739,621.60
Workers Compensation Account	\$3,508.50

6. Various Disbursements for the Month of February, 2019

The following disbursements for the month of February, 2019, in the amounts listed.

Account Name	Amount
Cafeteria Account	\$137,384.03
Flexible Spending Account	\$2,551.54
Manual Check Register	\$1,492,708.62
Payroll Agency Account	\$2,370,118.02
Workers Compensation Account	\$87,374.84
Unemployment Account	\$46,457.45

7. Board Policy - Second Reading

The following on Second Reading:

Item	Policy No.	Policy Title	Policy Type
a)	2415.06	Unsafe School Choice Option	Mandated
b)	5600	Pupil Discipline/Code of Conduct	Mandated
c)	5611	Removal of Pupils From the General Education Program for Weapons/Firearms Offenses	Mandated
d)	5612	Assaults on District Board of Education Members or Employees	Mandated
e)	5613	Removal of Students for Assaults with Weapons Offenses	Mandated
f)	8461	Reporting Violence, Vandalism, Harassment, Intimidation, Bullying and Other Drug Abuse	Mandated

8. Revised Entitlement Funds for Nonpublic Security Aid - FY 19

To accept the revised entitlement funds for Nonpublic Security Aid and approve Program Agreements between the Board of Education and the listed nonpublic school for the 2018-2019 School Year in accordance with the attached revised entitlement notice dated January 24, 2019.

ROLL CALL VOTE :

AYES : Mr. Bruno, Mr, Graime, Mrs. Lewis, Mrs. Parisi,
Mrs. Porcaro, Mr. Raffone, Mrs. Schechter, Mrs. Semel

NAYS : None

ABSENT : Mr. Tringali

CURRICULUM

Motion by Mrs. Lewis, seconded by Mrs. Semel, and approved by roll call vote the following items:

1. **Child Assault Prevention Program (CAP)**

The Child Assault Prevention Program (CAP) application for the 2019-2020 school year. (Attachment C-1)

2. **Teachers' Visit**

The following administrator and teachers from Spring Lake Heights School District to visit the Makerspace classroom at Pine Brook School on March 25, 2019.

Teachers	
a.	Lang, Kelly
b.	Schneider, Elisa
c.	Spalthoff, John

3. **Curriculum Trips**

The following curriculum trips:

School	Teacher	Grade	Date	Destination	Reason
a. TM	A. Gilbertson	4-6	3/6/19*	Wegmans Manalapan, NJ	Life Skills
b. PB	M. Carroll	6	4/1/19 4/2/19	Robert L. Brice Memorial Park Allenwood, NJ	Trout Release
c. TM	K. Fraticelli	3	4/5/19	Robert L. Brice Memorial Park Allenwood, NJ	Trout Release
d. MB	J. Hennessy	3	4/10/19	Robert L. Brice Memorial Park	Trout Release

					Allenwood, NJ	
e.	TM	J. Walker	2	4/10/19	New Jersey State House Trenton, NJ	Social Studies Curriculum
f.	CM	M. Diab A. Giuca S. O'Grady M. Mikhail B. Seidel	2	5/9/19	Insectropolis Toms River, NJ	Science Curriculum
g.	MB	T. Fernandez	Sp. Ed.	5/20/19	Popcorn Park Zoo Forked River, NJ	Science Curriculum/Socialization Skills
h.	MEMS	J. Clark K. Mayer S. Roskos	6-8 LLD	5/28/19	Wegmans & Applebee's** Manalapan, NJ	ADL Skills

*Change in minutes of 11/20/2018

**Change in minutes of 12/18/18

ROLL CALL VOTE :

AYES : Mr. Bruno, Mr, Graime, Mrs. Lewis, Mrs. Parisi,
Mrs. Porcaro, Mr. Raffone, Mrs. Schechter, Mrs. Semel

NAYS : None

ABSENT : Mr. Tringali

PERSONNEL

1. General Statement on Hiring

The Superintendent recommends the Board of Education accept/approve the following Personnel items, including the emergent employment of the following employees (indicated by *) conditional upon final approval by the New Jersey Department of Education, and the Board further authorizes the submission of an application for emergency hiring pursuant to NJSA 18A:6-71, et seq., NJSA 18 A:64.13, et. Seq.

The following motion was made by Mrs. Parisi, seconded by Mrs. Schechter on the following items:

2. Retirement

The following retirement effective as noted:

Employee	Position	Position Code	Location	Effective Date
a. Librizzi, Corinne	RTI Interventionist ELA	ELRTI001	ELC	7/1/19

We appreciate Ms. Librizzi's over 26 years of service to the District.

3. Transfer

The following transfer effective as noted:

Employee	From Position/Position Code/Location	To Position/Position Code/Location	Effective
a. Hampton, Kristen	Resource Room/ICR Teacher/ LMRRT001/LM	Math Interventionist/ LMINT002/LM	4/1/19

4. Appointments

The following appointment(s), effective as noted:

Employee	Position/Position Code/Location	Salary	Effective
a. Cannizzaro, Jacqueline*	.66 Lunch Assistant/TMLUN001/TM	\$5,979 (Prorated)	4/1/19-6/30/19
b. Fowler, Elise*	.66 Lunch Assistant/WBLUN001/WB	\$5,979 (Prorated)	4/1/19-6/30/19

5. Leave of Absence

For the 2018-2019 school year (all categories of leave are a projection based on anticipated date of birth and utilization of sick time 30 calendar days before/30 calendar days after birth; date of birth will adjust sick with pay, family leave and contractual child care leave entitlements; the entire duration of the employee's absence will not be adjusted):

- Sick-With Pay
- Sick-No Pay
- Personal Days-With Pay
- FMLA-No Pay, with Benefits
- NJFLA-No Pay, with Benefits
- Discretionary Leave-No Pay, No Benefits
- Contractual Child Care-No Pay, No Benefits

Employee	Position	Location	Sick No pay	FMLA	NJFLA	Contractual Child Care	Change in minutes
a. Harpell, Randy	Interventionist ELA	TM		3/4/19-6/25/19 (Intermittent)			

b.	Henderson, Kim	Bus Driver	Trans			4/1/19-6/25/19 (Intermittent)		
c.	Reid, Danielle	Teacher	CM				9/1/19-6/30/20	9/4/18
d.	Braun, Andrew	Custodian	ELC	3/18/19				

6. Substitute Additions/Deletions/Certification Changes

The following effective as noted:

ADDITIONS:

	Employee	Category	Rate of Pay	Effective
a.	Agnetti, Marilyn*	Sub Teacher	\$85	3/20/19
b.	Behan, Bethany	Sub Teacher	\$90	3/20/19
c.	Cocivera, Laura*	Sub Teacher	\$90	3/20/19
d.	Gilston, Hilary*	Sub Teacher	\$80	3/20/19
e.	Graziano, Christina*	Sub Teacher	\$90	3/20/19
f.	Harrison, Daniel*	Sub Teacher	\$85	3/20/19
g.	McCormick, Bridget*	Sub Teacher	\$80	3/20/19
h.	Mignano Leuck, Gelsomina*	Sub Teacher	\$90	3/20/19
i.	Smith, Alicia*	Sub Teacher	\$90	3/20/19
j.	Tanna, Victoria*	Sub Teacher	\$80	3/20/19
k.	Ventimiglia, Katina*	Sub Bus Driver	\$22.50	3/20/19

DELETIONS:

	Employee	Category	Effective
l.	Abramson, Lauren	Sub Teacher	3/20/19
m.	Blonder, Ivy	Sub Teacher	3/20/19
n.	Carta, Michele	Sub Teacher	3/20/19
o.	Coyte, Rebecca	Sub Teacher	3/20/19
p.	DelMauro, Daniella	Sub Teacher	3/20/19
q.	DeNicola, Stephanie	Sub Teacher	3/20/19
r.	Hague, Thomas	Sub Teacher	3/20/19
s.	McGuire, Deborah	Sub Teacher	3/20/19
t.	Portelli, Krista	Sub Teacher	3/20/19
u.	Reeseg, Charles	Sub Teacher	3/20/19
v.	Reiter, Allison	Sub Teacher	3/20/19
w.	Scimone, Eva	Sub Teacher	3/20/19
x.	Soto, Kristen	Sub Teacher	3/20/19
y.	Stollar, Rachel	Sub Teacher	3/20/19
z.	Tishler, Molly	Sub Teacher	3/20/19

7. RTI Services

The following employee for the 2018-2019 school year, to provide RTI services to students before school at her hourly rate: (Paid via timesheets)

Employee	Hourly Rate
a. Klask, Jaclyn	\$42.83

8. Change of Title 1A Hourly Rate

The following employee's change of hourly rate for Title 1A Extra Assistance, for the 2018-2019 school year: (Paid via timesheets through Title IA Funds)

Employee	Position	Old Hourly Rate	New Hourly Rate
a. Menendez, Amanda	Teacher	\$44.52	\$45.77

Change in Minutes of 12/18/18

9. Change in Contract End Date

The following change in contract end date, effective as noted:

Employee	Position/Position Code/Location	Effective Dates	Change in Minutes of
a. Altiero, Elysia	Replacement Special Education Teacher/Eve Fleishman/MERES017/213/MEMS	5/4/19-6/25/19	11/20/18

10. Administrative Leave

The following administrative leave with pay for employee #6581, effective March 18, 2019.

Motion by Mrs. Parisi, seconded by Mr. Graime, and defeated by roll call vote to remove Item #10 from the above motion.

ROLL CALL VOTE :

AYES : None

NAYS : Mr. Bruno, Mr. Graime, Mrs. Lewis, Mrs. Parisi, Mrs. Porcaro, Mr. Raffone, Mrs. Schechter, Mrs. Semel

ABSENT : Mr. Tringali

ROLL CALL VOTE ON ORIGINAL MOTION:

AYES : Mr. Bruno, Mr, Graime, Mrs. Lewis, Mrs. Parisi,
Mrs. Porcaro, Mr. Raffone, Mrs. Schechter, Mrs. Semel

NAYS : None

ABSENT : Mr. Tringali

CLOSED SESSION

Motion by Mrs. Lewis, seconded by Mrs. Schechter, and unanimously approved by roll call vote the following item:

WHEREAS, section 7(b) of chapter 231, laws of 1975, provides that the public may be excluded from any portion of a public meeting to discuss matters that fall within one or more of the exemptions contained in said law;

NOW, THEREFORE, BE IT RESOLVED that this meeting adjourn to closed session at 9:27 p.m. for the purpose of discussing:

1. Workers' Compensation Litigation -
Employee #5082 and Employee #5105
2. Negotiations -
Non-Bargaining Unit Personnel
Non-Bargaining Unit School Security Officers
Central Office Administrators

BE IT FURTHER RESOLVED that this meeting will reopen after the closed session and further action of the board may be taken before the board adjourn for the evening;

BE IT FURTHER RESOLVED that the results of such discussion will be disclosed to the public as soon as the matter of confidentiality has been terminated.

OPEN SESSION

Motion by Mr. Graime, seconded by Mrs. Lewis, and unanimously approved by roll call vote to open the meeting at 9:50 p.m.

ADJOURN THE MEETING

There being no further items to come before the Board at this time, motion by Mr. Graime, seconded by Mrs. Parisi, and unanimously approved by roll call vote to adjourn the meeting at 9:52 p.m.

Veronica Wolf
Business Administrator/Board Secretary

Board President